

"Making Parks and Recreation the hallmark of citizen-focused quality, service and excellence for the entire City of Wenatchee"

WENATCHEE PARKS AND RECREATION ADVISORY BOARD MEETING AGENDA

Tuesday August 16, 2011 12:00-1:00pm
City Council Chambers 129 South Chelan Avenue

CALL TO ORDER:

ROLL CALL:

Greg Jones, Mark Peterson, Francisco Cuevas, Jeff Heuple, Laura Jaecks, Barbara Cecie, Steve Kolk

CITIZEN COMMENTS:

The Public comment period is to provide the opportunity for members of the audience to address the Board on items either not on the agenda or not listed as a Public Hearing. The Chair will open this portion of the meeting and ask for a show of hands, of those persons wishing to address the Board. When recognized, please give your name and mailing address, and state the matter of your interest. If your interest is an Agenda Item, the Chair may suggest that your comments wait until that time. Citizen comments will be limited to three minutes. If you require more than the allotted time, your item will be placed on the next agenda.

REGULAR AGENDA:

- | | | |
|----|--|------------------------|
| 1. | Minutes from the July 19, 2011 meeting | Action |
| 2. | Methow Park Naming | Comment/Discuss/Action |
| 3. | Comprehensive Plan Update- Chapter 3 | Review/Comment |
| 4. | Comprehensive Plan Update- Survey | Review/Comment |
| 5. | Parks and Recreation Fee Ordinance Annual Update | Comment/Discuss/Action |
| 6. | City Council Items | Informational |
| 7. | Grant Report | Informational |

NEXT MEETING: Regular meeting: Tuesday September 20, 2011 Noon

Comprehensive Plan Update meetings:

September 26, 2011 City Hall

September 27, 2011 Community Center

September 29, 2011 PSC

Any person requiring a disability accommodation should contact the City at least 24 hours in advance for more information. For TDD relay service please use the state's toll-free relay service (800) 833-6384 and ask the operator to dial (509) 662-3392.

Agenda Item 1

"Making Parks and Recreation the hallmark of citizen-focused quality, service and excellence for the entire City of Wenatchee"

WENATCHEE PARKS AND RECREATION ADVISORY BOARD MEETING MINUTES

July 19, 2011

City Council Chambers 129 South Chelan Avenue

CALL TO ORDER:

The meeting was called to order at 12:00pm.

ROLL CALL

Board Members: Greg Jones, Mark Peterson, Francisco Cuevas, Jeff Heuple, Laura Jaecks, Barbara Cecie and Steve Kolk.

CONSENT AGENDA:

1. Approved the current agenda and minutes from June's meeting.

CITIZEN COMMENTS:

None

REGULAR AGENDA:

1. Dave presented chapter 2 of the park plan update.
2. Kiwanis recognition discussed and was favorably received. The board requested an application and desires to implement the renaming process set forth in the park naming policy.
3. Park District formation poling issues were discussed.
4. Grant issues discussed.
5. Saddle Rock festivities discussed.
6. Velocity Swimming update.

ADJOURN: The meeting adjourned at 12:40 p.m.

Agenda Item 2



MEMO

Parks and Recreation Department

To: Parks and Recreation Advisory Board
From: Dave Erickson, Parks and Recreation Director
Re: Kiwanis Recognition
Date: August 1, 2011

ACTION REQUESTED:
Discuss and consider.

BACKGROUND:

The Kiwanis Club has adopted Methow Park and over the years completed several improvement projects ranging from the installation of the basketball court and picnic shelter to park safety improvements such as the installation of park lighting and removal of trees. At the end of June they completed their annual cleanup project by painting the picnic shelter, sign, basketball and soccer goals and other general clean up tasks.

A completed Parks/Facility Naming Nomination Form was received proposing to officially change the name of Methow Park to "Kiwanis Methow Park." It is attached on the following page. The park name change proposal was featured in an article in the July 23, 2011 edition of the Wenatchee World.

The agenda item is to provide the opportunity to accept public comment and allow the Board to discuss the proposal further.

Following public comment and discussion, the Board could move to formally change the name of Methow Park to the new recommended name if desired. The recommendation would be forwarded to the City Council for consideration.



**City of Wenatchee
Parks and Recreation Department
Park/Facility Naming Nomination Form**

CRITERIA

It is the policy of the City of Wenatchee to choose names for public parks and recreation facilities based on the site's relationship to the following criteria:

- Neighborhood, geographic or common usage identification.
- A natural or geological feature.
- A historical figure, place, event or other instance of historical or cultural significance.
- An individual (living or deceased) who has made a significant land and/or monetary contribution to the park system or who has had the contribution made "In Memoriam"; and when the names has been stipulated as a condition of the donation. For the purposes of this section, a "significant" donation may approximate 25 percent of total project/property cost.
- An individual who has contributed outstanding civic service to the City of Wenatchee and who has been deceased for a period of at least two years.

NOMINATION INFORMATION

1. Proposed Park/Facility Name: Kiwanis Methow Park

2. Proposed park name to be named for:

- | | | |
|--|--|---|
| <input type="checkbox"/> Neighborhood | <input type="checkbox"/> Geographic Area | <input type="checkbox"/> Cultural Significance |
| <input type="checkbox"/> Geologic Feature | <input type="checkbox"/> Historical Figure | <input type="checkbox"/> Significant Contribution |
| <input type="checkbox"/> Outstanding Civic Service | | |

3. If named for a person, are they deceased? ☐ Yes ☐ No

4. Please describe below the significant contributions the nominee has accomplished demonstrating service and commitment to the City of Wenatchee or, describe significance of the historical, geographical, geological or cultural resource. Over the past 8-10 years Kiwanis has contributed significant financial and time commitments by its members to improve Methow Park. We would like to honor Kiwanis for its contributions and provide recognition for the hard work and service by re-naming the park "Kiwanis Methow Park".

5. If an individual or group, please include documentation (news clippings, list of accomplishments, photographs, etc.) that illustrate the contributions made to the City of Wenatchee.

6. Nominator Name: Mayor Dennis Johnson Phone Number: 888-6204
Address: Wenatchee City Hall, 129 South Chelan, Wenatchee, WA 98801
E-mail Address: djohnson@wenatcheewa.gov

Agenda Item 3



MEMO

Parks and Recreation Department

To: Parks and Recreation Advisory Board
From: Dave Erickson, Parks and Recreation Director
Re: Comprehensive Plan Update
Date: August 1, 2011

ACTION REQUESTED:
Review and provide comment.

BACKGROUND:

The process to review and update the Comprehensive Parks, Open Space and Recreation Plan continues this month with a review of the third chapter. This chapter describes the existing public, semi-public and private parks and recreation resources within the planning area. This section has been updated to provide current photographs and area descriptions, correct typographical errors and include current inventory information.

Due to the size of the Chapter, it is provided in a separate attachment. It is also located on the new Projects and Plans page of the City website at: <http://www.wenatcheewa.gov/Index.aspx?page=131>.

Agenda Item 4



MEMO

Parks and Recreation Department

To: Parks and Recreation Advisory Board
From: Dave Erickson, Parks and Recreation Director
Re: City Council Items
Date: August 1, 2011

ACTION REQUESTED:
Review and provide comment.

BACKGROUND:

The process to review and update the Comprehensive Parks, Open Space and Recreation Plan continues with a review of the draft community survey. The attached survey would be mailed out to the community at random. It is based on the 2005 survey. Results would not only be used for the Comprehensive Plan but also for the collection of base-line statistics for the development of departmental performance indicators. It is anticipated that the survey would be distributed beginning on or around August 31 with data collection ending on September 30. The survey would be promoted with print, radio and cable TV announcements. If the Metropolitan Park District Ballot Measure Polling is approved, the results from that polling would also be incorporated into the data set.

A similar online survey would also be prepared for additional data collection.

A copy of the draft survey is on the following pages.

City of Wenatchee Parks and Recreation Department
2011 Parks and Recreation Survey

The services the City of Wenatchee Parks and Recreation Department provide ranges from coordinating recreation programming and community events to managing park areas and facilities. The City is conducting a brief survey regarding the parks and recreation services it provides to its residents and visitors to the community. This information will be used to update the six year parks and recreation comprehensive plan.

The comprehensive plan is a tool that helps guide decisions about parks and recreation services over the next six years and is required for the City to be eligible to apply for a number of grants.

Please return the completed survey by **September 30, 2011** to:

Wenatchee Parks and Recreation, PO Box 519, Wenatchee, WA 98801
Or drop it off at Wenatchee City Hall or the Public Services Center at 1350 McKittrick Street.

1. How often over the past 12 months have you or members of your household visited one of the following City of Wenatchee Parks? City Parks include: Chase, Centennial, Lincoln, Pioneer, Methow, Pennsylvania, Memorial, Saddle Rock, Washington, Rotary, Wenatchi, Western Hills, Locomotive, Skyline Drive Overlook.

☐ 0 ☐ 1-5 ☐ 6-10 ☐ 11-15 ☐ Over 15

2. How would you rank the general maintenance of the parks and facilities?

☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ No Opinion

3. In your opinion are additional parks needed? ☐ Yes ☐ No

4. In your opinion, what if anything is missing from the City of Wenatchee's park and recreation facilities?
(Please rank your top five in order of importance)

_____	Swimming Pool Indoor	_____	Swimming Pool Outdoor
_____	Park Restrooms	_____	Trails
_____	Recreation Center	_____	Soccer Fields
_____	Baseball/Softball Fields	_____	BMX Bike Area
_____	Outdoor Basketball Courts	_____	Gymnasiums
_____	Outdoor Tennis Courts	_____	Picnic Facilities
_____	Children's play equipment	_____	Skate Spots (Skate Parks)
_____	Dog Off Leash Area	_____	Splash Pads
_____	Other (describe)_____		

5. Please rank in order of importance the following programs or projects:

_____ Build a Community Recreation Center	_____ Construct trails
_____ Replace City Pool with a new Aquatic Facility	_____ Develop additional skate spots
_____ Renovate Recreation Park	_____ Construct additional Youth Baseball Fields
_____ Construct a dog off leash area	_____ Acquire additional Neighborhood Parks
_____ Improve existing park areas	_____ Protect additional open space areas

_____Improve park maintenance
_____Other _____

_____Recreation Programming

6. How should the programs or projects be financed?

7. Would you be willing to pay additional property taxes annually to fund portions of one or all of the projects? If yes, how much each year? (Please circle)

\$0 \$24 \$48 \$60 \$75 \$100 \$120 \$150 \$200 \$250 Over \$250

8. Have you or a member of your household participated in a City of Wenatchee Parks and Recreation Program in the past year?

☐ Yes ☐ NO

If yes, how would you rank the general quality of the programs?

☐ Excellent ☐ Good ☐ Fair ☐ Poor

9. Please rank in order of importance the types of recreation programs the City provides:

_____ Special Community Events (Independence Day, Free Concerts etc.)
_____ Aquatics (Swimming Lessons)
_____ Athletics (Youth Basketball, Sports Camps etc.)
_____ Programs for Special Populations (Special Olympics etc.)
_____ Youth Recreation (Day Camps etc.)
_____ Outdoor Programs (Hiking, Snow Shoeing, Canoeing, Wading Pool Program etc.)

11. What additional recreation programs or services would you like to see offered in the community?

12. The cost of programs offered by the parks department are reasonable: ☐ Yes ☐ No

13. Parks and Recreation staff are friendly, professional and helpful: ☐ Yes ☐ No

14. What are your improvement ideas for the Parks and Recreation Department?

Thank you for taking the time to complete this survey!

Agenda Item 5



MEMO

Parks and Recreation Department

To: Parks and Recreation Advisory Board
From: Dave Erickson, Parks and Recreation Director
Re: Fee Ordinance Update
Date: August 1, 2011

ACTION REQUESTED:

Recommend approval of the Fee Ordinance update and forward the recommendation to the City Council for consideration.

BACKGROUND:

The City of Wenatchee Parks and Recreation Department charges a variety of fees for the services it provides and facilities that it operates. These fees are reviewed and updated annually to ensure that they are consistent with the local market, are appropriate for the services that are provided, recover costs and include any proposed new programs. This year, new legislation at the State level requires the collection of sales tax on certain amusement, recreation and physical fitness services provided to consumers (RCW 82.04.050). The proposed adjustments to the fee ordinance are summarized below and also provided in ~~strikeout~~ underline format.

Swimming Pool Fees:

- Added a 10 visit punch card option for youth and adult general admission to increase convenience to customers and reduce daily cash handling. Cards will be regulated through the Parks and Recreation Department offices.

Community Center Fees:

- No changes requested at this time.

Recreation Program Fees:

- Adjusted Junior Paddle Camp and Volleyball fee to increase cost recovery for the programs.
- Added a 10 visit punch card option for the Indoor Playground Program to increase customer service and reduce daily cash handling. Cards will be regulated through Department offices.
- Changed the name of the "Junior Rowing Camp" to the "Junior Row and Paddle Camp".
- Adjusted the Women's Volleyball League fees to increase cost recovery for the program.
- Added sales tax to programs.

Park Fees:

- No changes requested at this time.

ORDINANCE NO. 2011-XX

AN ORDINANCE, amending Ordinance No. 2010-27 as it relates to Parks and Recreation Department fees.

NOW THEREFORE, the City Council of the City of Wenatchee do ordain as follows:

SECTION I

Ordinance No. 2010-22, Section I, codified as Wenatchee City Code 1.99.030, is hereby amended to read in its entirety as follows:

The following fees shall be remitted to the City of Wenatchee to help defray the expenses incurred in the development, maintenance and operation of the city's park system, the development and coordination of all recreational programs, and other matters related to the Department of Parks and Recreation. All fees shall be submitted prior to engaging in the event for which the fee is charged.

Residents are classified as living within the Wenatchee City Limits
* Includes Washington State Sales Tax

<i>Swimming Pool Fees</i>	Resident	Non Resident
General Admissions:		
Public Swim*:		
Toddler:	\$1.00	\$1.00
Youth:	\$2.00	\$2.25
City Recreation Day Camp Participant:	\$1.00	\$1.00
Adult:	\$3.00	\$3.25
Senior:	\$2.00	\$2.25
Family:	\$7.00	\$7.75
Lap Swim*:		
Youth:	\$2.00	\$2.25
Adult:	\$3.00	\$3.25
Senior:	\$2.00	\$2.25
Promotional Swim*:	\$1.00	\$1.25
General Admission 10 visit punch card*:		
Youth:	\$18.00	\$20.25
Adult:	\$27.00	\$29.25

Senior:	\$18.00	\$20.25
Swimming Lessons (per 30 minute lesson):	\$3.00	\$3.30
Water Exercise Class*:		
Youth:	\$3.00	\$3.25
Adult:	\$4.00	\$4.50
Senior:	\$3.00	\$3.25
Season Pass*:		
Toddler:	\$20.00	\$22.00
Youth:	\$40.00	\$44.00
Adult:	\$60.00	\$66.00
Senior:	\$40.00	\$44.00
Family:	\$140.00	\$154.00
Shower Only:	\$1.00	\$1.25
Public Pool Rental:		
0-100 people	\$90/hour	\$100/hour
101-150 people	\$110/hour	\$121/hour
151-200 people	\$130/hour	\$143/hour
201-250 people	\$150/hour	\$165/hour
251 to capacity	\$175/hour	\$193/hour
Diving tank only:	\$40/hour	\$44/hour
Competitive Team Rentals:		
Swim Meet Rental:	\$600/day	\$600/day
Practice Rental Rate (per lane per hour):	\$5.00	\$5.00

Community Center Fees

	Resident	Non Resident
Social Hall		
Category I	\$25/hour	\$27/hour
Category II	\$50/hour	\$55/hour
Category III	\$97/hour	\$107/hour
Social Hall Kitchen**		
Category I and II	\$26/hour	\$29/hour
Category III	\$53/hour	\$58/hour
Basement Meeting Room		
Category I	\$9/hour	\$10/hour
Category II	\$18/hour	\$20/hour
Category III	\$65/hour	\$67/hour
Veteran's Hall		
Category I	\$10/hour	\$11/hour
Category II	\$19/hour	\$21/hour
Category III	\$66/hour	\$68/hour
Veteran's Hall Kitchen**		

Category I and II	\$26/hour	\$29/hour
Category III	\$53/hour	\$58/hour
Afterschool Program Area		
Category I	\$5/hour	\$6/hour
Category II	\$10/hour	\$12/hour
Category III	\$49/hour	\$54/hour
Outside Courtyard ⁺		
Weekday Rate	\$37/hour	\$40/hour
Weekend Rate	\$53/hour	\$58/hour
All Day	\$429/day	\$472/day

⁺ If renting other facilities, courtyard rental is a flat rate of: \$53 \$58

** Groups of 30 or less, no charge except for Damage and Cleaning deposit.

Damage and Cleaning Deposits (Resident and Non-Resident):

For weddings, Quinceneras, dances and similar events and all events servicing alcohol: \$500

For meeting, other hourly events and events with fewer than 30 people: \$50

For governmental agencies: \$0

Community Garden Annual Plot Fee: \$10.00 \$11.00

Recreation Program Fees

	Resident	Non Resident
Day Camp (per person per week)*:	\$82.00	\$90.00
Day Camp (per person per day) *:	\$19.00	\$21.00
Day Camp (per person half day) *:	\$13.00	\$14.00
Multiple Child Discount (per child after first, per full week session):	\$10.00	\$11.00
Tennis Lessons (per 5 lesson session)*:	\$23.00	\$25.00
Dog Obedience (per eight lesson session)*:	\$15.00	\$17.00
Hershey Track*:	\$30.00	\$33.00
Special Needs Exercise*:	\$20.00	\$20.00
Special Olympic Programs*:	\$5.00	\$5.00
Indoor Playground*:	\$1.00	\$1.25
Indoor Playground 10 Visit Fun Pass*:	\$9.00	\$11.25
Youth Basketball Program*:	\$40.00	\$44.00
Youth Volleyball Camp*:	\$25.00	\$27.50
Women's Volleyball Program*:	\$10.00 \$15.00	\$11.00 \$16.50
Junior Rowing and Paddle Camp*:	\$50.00	\$55.00
Junior Kayak Paddle Camp*:	\$15.00 \$20.00	\$16.50 \$22.00

Parent's Night Out*:	\$15.00	\$16.50
Family Camp (up to 6 people) *:	\$25.00	\$27.50
Family Camp (each additional person):	\$5.00	\$5.50
Snow Shoe Hikes*:		
Youth	\$2.50 \$3.00	\$2.75 \$3.25
Adult	\$5.00	\$5.50
Youth Athletic Team Sponsorship:	\$100.00	\$100.00
<i>Park Fees</i>	Resident	Non Resident
Picnic Shelter and Stage Reservation Fee for groups of less than 200 people:		
1-4 hours	\$30.00	\$33.00
Over 4 hours	\$50.00	\$55.00
Special Event Permit Fee for groups of 200 or more people:		
Special Event Permit Fee:	\$180.00	\$198.00
Damage and cleaning deposit (Resident and non Resident)	\$500.00	\$500.00
Damage and cleaning billed at \$160 per hour plus materials or charges.		
Refund Processing Fee:	\$5.00	\$5.00
Park Concession Fees:		
Park Concession Permit Fee:	\$100.00	\$100.00
Concession Operation Fee:	\$25.00/week	\$25.00/week

SECTION II

If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a Court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

SECTION III

This Ordinance shall take effect and be in force thirty (30) days from and after its passage, approval and publication as provided by law.

Agenda Item 6



MEMO

Parks and Recreation Department

To: Parks and Recreation Advisory Board
From: Dave Erickson, Parks and Recreation Director
Re: City Council Items
Date: August 1, 2011

ACTION REQUESTED:

Informational only.

BACKGROUND:

The following is a report of parks and recreation related items that the City Council has or will be considering. The schedule is tentative and is subject to change.

July 28, 2011

- ✓ Chelan Douglas Community Action Food Bank License Agreement extension for use of the Wenatchee Community Center – Approved.
- ✓ RCO Grant Project Agreement for the acquisition of Saddle Rock – Approved.

August 4, 2011

- ✓ Metropolitan Park District – (work session).

August 11, 2011

- ✓ Consider moving ahead with polling project. - tentative

Agenda Item 7



MEMO

Parks and Recreation Department

To: Parks and Recreation Advisory Board
From: Dave Erickson, Parks and Recreation Director
Re: Grant Applications
Date: July 11, 2011

ACTION REQUESTED:

Information only.

BACKGROUND:

The following is a summary report of current grant activity.

RCO grant (Saddle Rock) – The grant agreement was signed and returned to the State for signature. Work continues to complete grant reporting requirements.